

President of Council  
NANCY E. FELLOWS

Vice President of Council  
JOHN PLECNIK

Council of Council  
VICTORIA ANN SAVAGE

# City of Willoughby Hills

Council  
CHRISTOPHER L. BIRO  
DAVID M. FIEBIG  
JENNIFER SOMMERS GREER  
CHRISTOPHER HALLUM  
JANET R. MAJKA

## Agenda

### Regular Meeting of Council July 14, 2016

**7:00 p.m. Meeting of Council Called to Order**

*Pledge of Allegiance*

**Roll Call of Council**

**Members:**

**Councilwoman Janet R. Majka, Vice President John Plecnik,  
Councilman Christopher L. Biro, President Nancy E. Fellows,  
Councilman David M. Fiebig, Councilwoman Jennifer Sommers Greer,  
Councilman Christopher Hallum**

**Others:**

**Mayor Robert M. Weger, Law Director Thomas G. Lobe,  
Finance Director Frank J. Brichacek, Jr., City Engineer Pietro A. DiFranco,  
Clerk of Council Victoria Ann Savage**

#### **PUBLIC HEARING**

**ORDINANCE NO. 2016-35**

**AN ORDINANCE ADOPTING A TAX BUDGET FOR THE FISCAL YEAR 2017 FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.**

**Disposition of the Journal**

**Regular Council Meeting Minutes of June 9, 2016  
Regular Council Meeting Minutes of June 23, 2016**

#### **CORRESPONDENCE**

Interoffice from Gloria Majeski to Mayor Robert M. Weger dated June 27, 2016 re: Update on Claim for Traffic Light Signal Box on Bishop Road (Emailed: June 27, 2016 to Members of Council; Council Clerk; Finance Director; Road Superintendent; Law Director, Willoughby Hills Finance Department)

City Engineer's Report dated June 16, 2016 (Emailed: June 16, 2016 to Members of Council; Council Clerk; Law Director; Finance Director; Willoughby Hills Finance Dept.; Building Commissioner; Road Superintendent; Mayor's Assistant; Assistant City Engineer)

WH Community Center Rental for June 2016 (Emailed: July 12, 2016 to Members of Council)

Interoffice Memo from Finance Director to Council President and Members of Council dated July 8, 2016 re: Notice of Acceptance of a \$1,000 Grant to the Fire Departments from Walmart (Emailed: July 8, 2016 to Members of Council; Council Clerk; Law Director; Robert Weger; Fire Chief)

Mayor's Court Monthly Statement to City Council of Fines and Other Monies Received or Collected for the Month of June 2016 (Emailed: July 12, 2016 to Members of Council)

NOTE: On a monthly basis, the Finance Director provides a report of the City's financial activity to City Council. The purpose of this reporting practice is to make the City's finances as transparent as possible and to keep the Council informed as to the City's financial activity. Financial Reports for 2014, 2015 and 2016 are posted on the City's Website

## **NOTIFICATIONS**

Finance Committee and Service Committee Meeting of July 11, 2016 (Emailed: July 1, 2016)

Planning & Zoning Commission and Architectural Board of Review Meeting of July 7, 2016 (Emailed: July 2, 2016)

Planning and Zoning Committee of Council Meeting of July 18, 2016 (Emailed: July 11, 2016)

Recreation Commission will not be meeting for the Month of July (Emailed: July 2, 2016)

Rules and Legislation Committee of Council Meeting of July 11, 2016 (Emailed: July 1, 2016)

## **MINUTES**

Income Tax Board of Review Meeting of June 22, 2016 (Emailed: June 23, 2016 to Members of Income Tax Review Board; Finance Director; Mayor; Law Director; Council Clerk; Members of Council; Willoughby Hills Finance Department)

Personnel Relations Committee Meeting Minutes of June 23, 2016 (Emailed: July 12, 2016 to Members of Council)

## **ON FILE**

WH Senior Center News Letter for July 2016, Issue Number 99

## **MAYOR'S REPORT – Robert M. Weger**

## **LAW DIRECTOR'S REPORT – Thomas G. Lobe**

## **FINANCE DIRECTOR'S REPORT – Frank J. Brichacek, Jr.**

## **CITY ENGINEER'S REPORT – Pietro A. DiFranco, P.E.**

## **COMMITTEE REPORTS**

**Finance:** All matters concerning and affecting revenues of the City including, but without limiting the generality of the foregoing, the receipt and expenditure of funds, salaries of City employees, budgetary matters, tax administration and policy and matters concerning Municipal indebtedness.

**Chair:** John Plecnik

**Committee Members:** Nancy E. Fellows, Jennifer Sommers Greer

**Planning & Zoning:** All matters concerning the Planning and Zoning of the City and the Chairman of the Committee shall be a Member of the City Planning and Zoning Commission.

**Chair:** Christopher Hallum

**Committee Members:** Christopher L. Biro, Jennifer Sommers Greer

**Recreation:** All matters concerning the development, maintenance and management of public playgrounds and public recreational activities in and for the City.

**Chair:** Jennifer Sommers Greer

**Committee Members:** Christopher L. Biro, Janet R. Majka

**Rules and Legislation:** All matters concerning the screening, coordination, form and substance of all proposed legislation and requests therefore, including coordination with the Law Department concerning the preparation of Ordinance and Resolutions and referral of legislation to Standing Committees or presentation to Council for consideration.

**Chair:** Nancy E. Fellows

**Committee Members:** Janet R. Majka, John Plecnik

**Safety:** All matters concerning the general safety of the inhabitants of and the property within the City including, but without limiting the generality of the foregoing, matters concerning the safety forces, equipment for safety forces, fire prevention matters and matters concerning regulation of conduct.

**Chair: David M. Fiebig**

**Committee Members: Jennifer Sommers Greer, Janet R. Majka**

**Service:** All matters pertaining to the services of the Department of Public Service such as maintenance and repair of streets and other public property.

**Chair: Christopher L. Biro**

**Committee Members: Christopher Hallum, Janet R. Majka**

**Utilities:** All matters concerning the installation, use and regulation of public utilities within the City.

**Chair: Janet R. Majka**

**Committee Members: Christopher L. Biro, John Plecnik**

**Personnel Relations:** There is hereby established a Personnel Relations Committee of Council which shall be a Standing Committee organized and chosen as provided herein, notwithstanding the provisions of Subsection (c)(1) hereof. Not later than January 31<sup>st</sup>, of each even numbered year, Council shall appoint a Personnel Relations Committee composed of such members as Council shall, by Motion determine. Persons not members of Council may be appointed to serve as members of the Personnel Relations Committee. The members of the Committee may be changed by Motion of Council from time to time as Council shall determine. Subject to the provisions of the City Charter, the Personnel Relations Committee of Council shall consider all legislation concerning relations with City Employees.

**Chair: John Plecnik**

**Committee Members: Chris du Laney, Linda Fulton, Greg McCarthy**

**Working Committee of Council:** the Working Committee of Council shall be comprised of all Members of Council. A meeting of the Working Committee of Council may be called, and shall be subject to, the provisions of Subsection (b) hereof. The Working Committee of Council shall determine its own rules. The Working Committee of Council may consider any matter referred to it by a majority of the Members of Council or by a majority of its Members.

**Chair: Nancy E. Fellows, President of Council**

## **OTHER COUNCIL REPRESENTATIVE REPORTS**

### **PUBLIC PORTION**

Section 107.08 – Public Meetings of Municipal Bodies of the Codified Ordinances of the City of Willoughby Hills: (a) All meetings of any municipal body are declared to be public meetings open to the public at all times. All meetings shall provide a reasonable opportunity to hear public opinion.

### **UNFINISHED BUSINESS**

### **LEGISLATION**

#### **ORDINANCE NO. 2016-35 – SECOND READING**

**AN ORDINANCE ADOPTING A TAX BUDGET FOR THE FISCAL YEAR 2017 FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.**

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**ORDINANCE NO. 2016-36**

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**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO THE FIRST AMENDMENT TO LEASE AGREEMENT BY AND BETWEEN THE CITY OF WILLOUGHBY HILLS AND NEW PAR d/b/a VERIZON WIRELESS.**

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**ORDINANCE NO. 2016-37**

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**AN ORDINANCE AMENDING PART NINE – STREETS, UTILITIES & PUBLIC SERVICES, TITLE FIVE – OTHER PUBLIC SERVICES, CHAPTER 941 – USE OF PUBLIC PROPERTY, SECTION 941.07 – WILLOUGHBY HILLS COMMUNITY CENTER, SUB-SECTIONS (g) AND (h) OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS AND REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

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**ORDINANCE NO. 2016-38**

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**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF WILLOUGHBY HILLS TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION, DISTRICT 12 FOR THE BISHOP AND WHITE ROAD PROJECT AND DECLARING AN EMERGENCY.**

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**ORDINANCE NO. 2016-39**

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**AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2016-3 - AMENDED TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR BY PROVIDING FOR 2016 OPERATING BUDGET REVISIONS SPECIFICALLY FOR THE WALMART BULLET PROOF VEST GRANT AND ESTATE TAX COLLECTION FEES AND REPEALING CONFLICTING LEGISLATION.**

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**NEW BUSINESS**

- Motion to authorize and direct the Mayor to seek multiple bids for Milling, Chip and Seal, Pavement Markings and Tack Coat required for the Worrell Road Resurfacing Project.
- Motion to the declare the following Fire Department items as surplus: 20 light fixtures (scrap value only – cannot be resold); 40 SCBA bottles (scrap value only – cannot be resold); total scrap value estimated to be \$180.00

**FOR THE GOOD OF THE ORDER****FOR THE GOOD OF THE COMMUNITY****ADJOURNMENT**